

2F. Public Hearing - Consideration of a request for an Amendment to the Conditional Use Permit for Planned Unit Development for Carcone Second Addition, for interim improvements to support the land use of vehicle sales, display and storage.
Applicant: Aeron Ashbrook

Prepared by: Grittman Consulting, Stephen Grittman, City Planner	Meeting Date: 05/06/2025	Council Date (pending Commission action): 05/27/2025
Additional Analysis by: Chief Building Official, Assistant City Engineer, Community & Economic Development Coordinator		

ALTERNATIVE ACTIONS

Decision 1: Consideration of an Amendment to the Conditional Use Permit for Planned Unit Development for Carcone Second Addition, for interim improvements to support the land use of vehicle sales, display and storage.

1. Motion to adopt Resolution No. PC-2025-20 recommending approval of an Amendment to the Conditional Use Permit for Planned Unit Development for Carcone Second Addition, for interim improvements to support the land use of vehicle sales, display and storage subject to the conditions in Exhibit Z and based on findings in said resolution.
2. Motion to adopt Resolution No. PC-2025-20 recommending denial of the Amendment to the Conditional Use Permit for Planned Unit Development for Carcone Second Addition, for interim improvements to support the land use of vehicle sales, display and storage, based on findings to be made by the Planning Commission and directing staff to prepare the resolution and authorizing the Chair to execute said resolution.
3. Motion to continue the hearing to the Planning Commission regular meeting of June 3, 2025 and postpone action Resolution No. PC-2025-20

REFERENCE AND BACKGROUND

Property: Legal Description: Lot 1, Block 1, Carcone 2nd Addition
 PID #: 155-286-001010

Planning Case Number: 2025-22

Request(s): Consideration of an Amendment to the Conditional Use Permit for Planned Unit Development for Carcone Second Addition, for

interim improvements to support the land use of vehicle sales, display and storage.

Deadline for Decision: June 6, 2025 (60-day deadline)
August 5, 2025 (120-day deadline)

Land Use Designation: Regional Commercial

Zoning Designation: B-3 Highway Business

Overlays/Environmental Regulations Applicable: Freeway Bonus District

Current Site Uses: Vacant Land

Surrounding Land Uses:

North: I-94
East: Commercial – Automobile Dealership
South: Commercial – Auto Dealership/Commercial Daycare
West: Commercial - Service

Project Description: The applicant proposes to amend an existing Planned Unit Development to support interim improvements and use of a parcel recently acquired by the applicant. The PUD had been originally applied by Conditional Use Permit to the applicant’s primary parcel to the east, and would be expanded to incorporate this additional property. The interim nature of the improvements would allow the applicant to occupy a portion of the property while full improvement requirements are yet to be identified by the applicant’s corporate franchisor.

ANALYSIS:

The subject property has been platted as Carcone Addition, Lot 1, Block 1, previously owned by the owners of the Cornerstone auto dealership to the east and south of the current applicant, West Metro Buick GMC. Cornerstone owns and operates an automobile vehicle storage facility to the south of the subject parcel.

The subject property is 3.43 acres in area, currently unpaved. It has been used informally in prior years. The applicant now proposes to improve the north .94 acres of the site with grading

and an asphalt surface, as well as lighting to support the use of that portion of the property as vehicle sales and display.

The applicant has asked, as a part of the PUD Development Stage application, that the current improvements avoid the installation of concrete curb (as would be commonly required), and a more fully developed site and phasing plan. This request relates to further near-term improvements (the applicant indicates a time frame of 2-5 years), which may include complete remodel or reconstruction of existing buildings and uses, depending on direction and requirements from the applicant's corporate affiliates.

As an interim improvement, the City should identify the Stage 1 requirements, as well as subsequent required improvements based on future events. Staff would suggest the following:

1. Current grading and drainage improvements governed by requirements of the City Engineer.
2. Limitation on lighting to meet the requirements of the City's lighting ordinance standards – primarily a limitation on light pole height at 25 feet.
3. Requirement that future improvements to the PUD incorporate completion of curbing and other paving standards.
4. No use or improvements (such as lighting or otherwise) of the unimproved/gravel areas of the subject property. All parking and/or display of vehicles, including circulation and access, must be strictly limited to paved surfaces.
5. Control of any erosion or other grading issues on the unimproved areas of the subject property.
6. Installation of ordinance-required curb, landscaping, and other pavement improvements no later than three years from the date of approval of this Development Stage PUD if other improvements have not materialized.

STAFF RECOMMENDED ACTION

Staff is supportive of the subject Conditional Use Permit for Development Stage PUD, given the timing and other variables intended to use of this and the related PUD properties operated by the applicant. Provided the interim pavement can be installed while still managing stormwater and controlling dust and erosion, it is reasonable to permit the use of the property pending more long-term growth. As noted in the Conditions, staff recommends that full improvements consistent with the requirements of the Zoning Ordinance be required if no further approvals are granted for additional development within a three-year period. It is expected that this should be more than enough time to finalize the further use of the property.

SUPPORTING DATA

- A. Resolution PC-2025-20
- B. Aerial Site Image
- C. Applicant Narrative
- D. Certificate of Survey
- E. City Engineer's Letter, dated April 28, 2025
- Z. Conditions of Approval

EXHIBIT Z
Conditions of Approval
Conditional Use Permit for Planned Unit Development
Lot 1, Block 1, Carcone 2nd Addition
PID: 155-286-001010

1. Current interim grading and drainage improvements shall be governed by requirements of the City Engineer.
2. Lighting shall be required to meet the requirements of the City’s lighting ordinance standards – primarily a limitation on light pole height at 25 feet.
3. Future improvements to the PUD shall incorporate completion of curbing and other paving and landscaping standards.
4. No use or improvement shall be made of the unimproved/gravel areas of the subject property. Any use or improvement, including vehicle parking or display, circulation, or access, shall be strictly limited to paved surfaces.
5. Control of any erosion or other grading issues on the unimproved areas of the subject property shall be provided with the current work.
6. Installation of ordinance-required curb, landscaping, and other pavement improvements shall be required no later than three years from the date of approval of this Development Stage PUD if other improvements have not been approved through a subsequent amendment to the PUD.
7. Compliance with the terms of the City’s Engineering Staff letter dated April 28, 2025
8. Comments and recommendations of other Staff and Planning Commission.

**CITY OF MONTICELLO
WRIGHT COUNTY, MINNESOTA
PLANNING COMMISSION
RESOLUTION NO. PC-2025-20**

**RECOMMENDING APPROVAL OF AN AMENDMENT TO A
CONDITIONAL USE PERMIT FOR A PLANNED UNIT DEVELOPMENT EXPANDING INTERIM
VEHICLE SALES AND DISPLAY IN A B-3, HIGHWAY BUSINESS DISTRICT
PID 155-286-001010**

WHEREAS, the applicant has submitted a request for a Conditional Use Permit to amend an existing Planned Unit Development to allow interim expansion of a vehicle sales and display facility; and

WHEREAS, the proposed display facility would alter the existing condition by grading and paving a currently vacant and unimproved parcel; and

WHEREAS, the applicant seeks a waiver from certain standard improvements including curbing and other requirements due to pending changes and other expansions; and

WHEREAS, the site is zoned B-3, Highway Business, which allows such use by Conditional Use Permit; and

WHEREAS, such uses are allowed in this district under a specific set of performance standards; and

WHEREAS, the applicants note that short-term changes in building and other property needs are likely to alter the current configuration of the parcel in question; and

WHEREAS, the applicant therefore seeks an interim approval waiving various standards to accommodate the paved expansion area, subject to future amendments; and

WHEREAS, the Planning Commission held a public hearing on May 6th, 2025, on the application and the applicant and members of the public were provided the opportunity to present information to the Planning Commission; and

WHEREAS, the Planning Commission has considered all of the comments and the staff report, which are incorporated by reference into the resolution; and

WHEREAS, the Planning Commission of the City of Monticello makes the following Findings of Fact in relation to the recommendation of approval:

1. The applicant has provided plans demonstrating that the proposed facility will be constructed to manage stormwater and other requirements of the City Engineer.

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2. The applicant has provided plans demonstrating that the use will improve short-term use of an otherwise vacant parcel.
3. The parcel is intended for business uses including the proposed use.
4. The applicant would, with the conditions of approval, facilitate reasonable use of the property for the interim period.
5. The operation of the business will not create noise, odors, visual impacts, or other noticeable impacts on the property or the neighborhood beyond those expected for allowed uses in the zoning district.
6. The use will facilitate use of a vacant parcel, limit dust, and manage other impacts during the interim period, consistent with the intent of the City's zoning and other applicable ordinances.

NOW, THEREFORE, BE IT RESOLVED, by the Planning Commission of the City of Monticello, Minnesota, that the Planning Commission hereby recommends that the Monticello City Council approve the Conditional Use Permit for an amendment to a Planned Unit Development, subject to the conditions identified in Exhibit Z of the Staff report, as listed below:

1. Current interim grading and drainage improvements shall be governed by requirements of the City Engineer.
2. Lighting shall be required to meet the requirements of the City's lighting ordinance standards – primarily a limitation on light pole height at 25 feet.
3. Future improvements to the PUD shall incorporate completion of curbing and other paving and landscaping standards.
4. No use or improvement shall be made of the unimproved/gravel areas of the subject property. Any use or improvement, including vehicle parking or display, circulation, or access, shall be strictly limited to paved surfaces.
5. Control of any erosion or other grading issues on the unimproved areas of the subject property shall be provided with the current work.
6. Installation of ordinance-required curb, landscaping, and other pavement improvements shall be required no later than three years from the date of approval of this Development Stage PUD if other improvements have not been approved through a subsequent amendment to the PUD.
7. Compliance with the terms of the City's Engineering Staff letter dated April 28, 2025
8. Comments and recommendations of other Staff and Planning Commission.

**CITY OF MONTICELLO
WRIGHT COUNTY, MINNESOTA
PLANNING COMMISSION
RESOLUTION NO. PC-2025-20**

ADOPTED this 6th day of May, 2025 by the Planning Commission of the City of Monticello, Minnesota.

MONTICELLO PLANNING COMMISSION

By: _____
Andrew Tapper, Chair

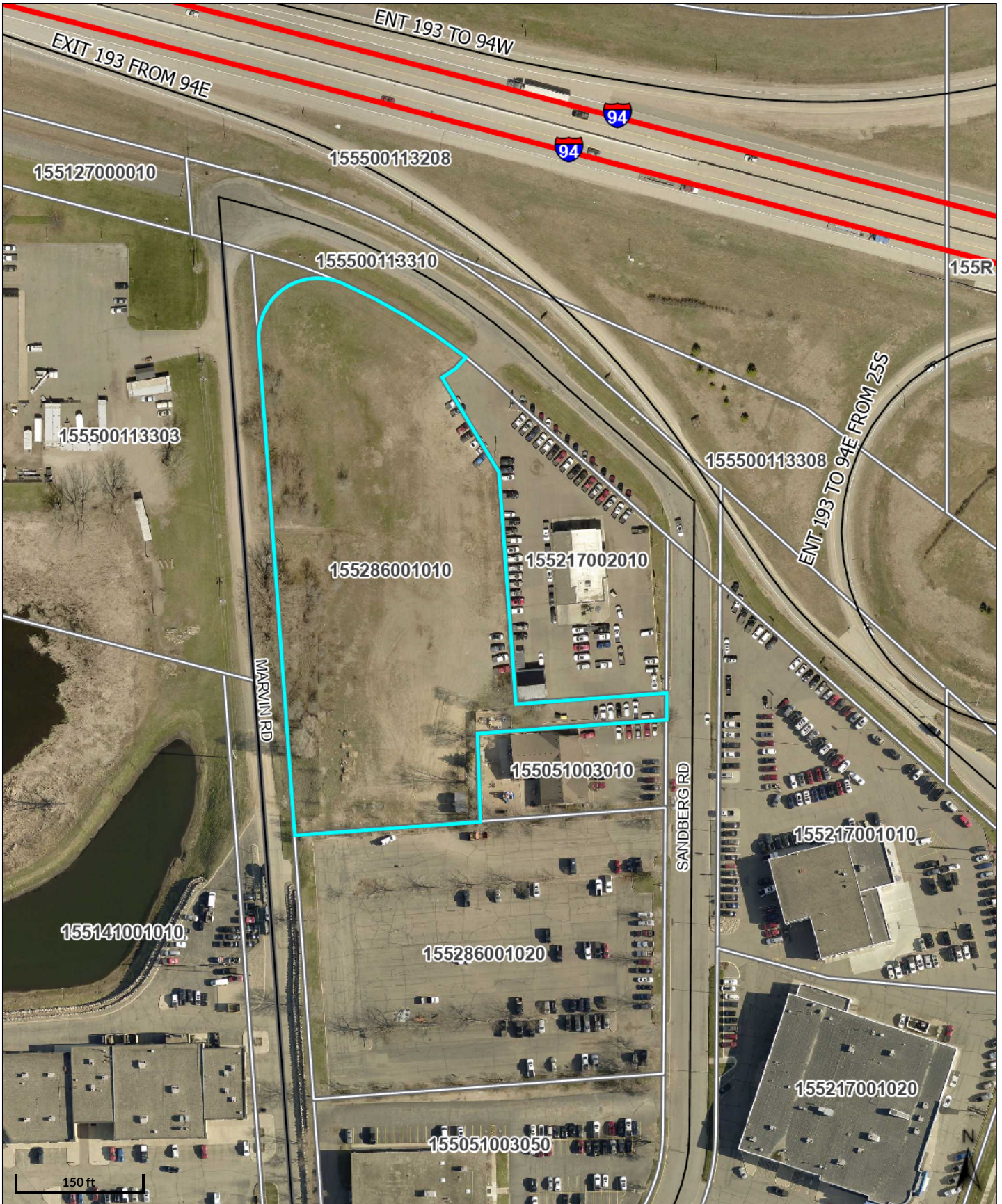
ATTEST:

Angela Schumann, Community Development Director

Consideration of an Amendment to the CUP for PUD | West Metro

Lot 1, Block 1 Carcone 2nd Addition | PID: 155-286-001010 | 103 Sandberg Rd

Created by: City of Monticello



**Applicant Statement
Land Use Application
City of Monticello**

Property Information

Legal Description: SECT-11 TWP-121 RANGE-025 CARCONE 2ND ADDITION LOT 1 BLOCK 1

Parcel ID: 155286001010

Property Owner: Monticello Real Estate, LLC

Lessee: West Metro Buick GMC

Principal Investor: Lee Hanson

This Land Use Application is being submitted on behalf of Monticello Real Estate, LLC and West Metro Buick GMC for the initial phase of development at the property located at SECT-11 TWP-121 RANGE-025 CARCONE 2ND ADDITION LOT 1 BLOCK 1 (PID: 155286001010). The property is currently owned by Monticello Real Estate, LLC, with Lee Hanson as the principal investor, and is being leased to West Metro Buick GMC for commercial use.

This application seeks approval for the following improvements:

1. Installation of asphalt surfacing on slightly less than one (1) acre of land located on the northern portion of the property.
2. Installation of lot lighting across the property to support visibility and safety for vehicle storage and display.

The purpose of these improvements is to accommodate the outdoor storage and display of West Metro Buick GMC's vehicle inventory. The northern portion of the site was intentionally selected for asphalt installation to provide high visibility of the vehicle inventory from Interstate Highway 94.

These improvements are part of a larger, multi-phase development plan for this parcel and adjoining properties also utilized by West Metro Buick GMC. Over the next two to five years, the dealership plans to undertake additional improvements, including a major remodel or complete rebuild of the existing dealership building, as well as expansion of the current service center to better meet customer needs and increase service capacity.

Monticello Real Estate, LLC and West Metro Buick GMC recognize and acknowledge the City's requirements regarding financial assurances associated with development projects, particularly with respect to public improvements such as streets, utilities, and infrastructure installation. We are fully committed to meeting the City's financial requirements and will provide all necessary financial guarantees, escrow agreements, or other security mechanisms as required by City regulations to ensure complete implementation of the proposed improvements.

We appreciate the City's consideration of this application and look forward to working collaboratively to advance a successful development that aligns with Monticello's community goals and standards.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Aeron Ashbrook', with a long horizontal flourish extending to the right.

Aeron Ashbrook
General Manager
West Metro Buick GMC
1001 Highway 25 S
Monticello, MN 55362



April 28, 2025

Re: West Metro

The Engineering Department has reviewed the Site Plan dated 4/4/25 as prepared by SEH and offers the following comments:

General Comments

1. An NPDES/SDS Construction Storm Water General Permit (CSWGP) shall be provided with the grading permit or with the building permit application for review prior to any construction if 1 acre or more will be disturbed. This would also require a SWPPP for City review.
2. If 1 acre of new impervious is created a stormwater management plan will be required and stormwater requirements will need to meet the city Design manual requirements.
3. Please provide additional topo on plan to determine what is currently draining to low area in the drainage and utility easement.
4. Please confirm filling in low area in easement area and other grading will not increase runoff to adjacent properties. Provide existing and proposed runoff rates to adjacent properties.
5. Parking lot within the drainage and utility easement would require an encroachment agreement.
6. Provide proposed % slope on grading plan. Maximum 3:1 slope.
7. Perimeter curbing will be required around parking lot at time of future development.
8. Additional review will be required when Construction plans are available.

The City is not responsible for errors and omissions on the submitted plans. The owner, developer, and engineer of record are fully responsible for changes or modifications required during construction to meet the City's standards.

Please have the applicant provide a written response addressing the comments above. Please contact the Engineering Department with any questions.

Sincerely,

Ryan Melhouse
Assistant City Engineer